

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6111 OR DSN: 496-6111

AGR VACANCY ANNOUNCEMENT #11-106 OPENING DATE: 15 July 2011 CLOSING DATE: 29 July 2011

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: X ARMY NATIONAL GUARD _____ AIR NATIONAL GUARD

POSITION TITLE: G1 (01A00) **HIGHEST GRADE AUTHORIZED:** COL/O6

ORGANIZATION AND LOCATION: JOINT FORCES HEADQUARTERS-G1, FIFTH REGIMENT ARMORY, 29TH DIVISION STREET, BALTIMORE, MD 21201-2288

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT ON BOARD AGR OFFICERS IN THE GRADES OF COL/O6 OR LTC/O5 (WHO ARE DA SELECT) OF THE MDARNG ONLY.

GENERAL ELIGIBILITY REQUIREMENTS:	ENTRY QUALIFICATION:	ON-BOARD AGR QUALIFICATIONS:	
<div>1. Must meet physical standards of AR 600-9 and AR 135-18, Table 2-1.</div> <div>2. Must not be under current suspension of favorable personnel actions.</div> <div>3. Applicants must not be entitled to receive Federal military retired or retainer pay.</div> <div>4. Must be able to serve at least three good years in active service status prior to mandatory removal.</div>	<div>1. Must be medically qualified under AR 40-501, PHA, as applicable within 12 months. Selectee must be medically certified as drug free, be tested for HIV within 24 months.</div> <div>2. As a condition of employment, service members may be required to attend mandatory PEC training within the first year from the appointment date if not AOC'd.</div>	<div>1. Must meet requirements of AR 135 -18 and NGR 600-5.</div> <div>2. Officer applying for the position must become qualified in 43A AOC within 12 months of assignment.</div> <div>3. Failure to qualify in AGR duty position AOC within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5.</div> <div>4. Must be within grade requirements of MTOE/TDA position and NGB staffing guide.</div>	
<div><u>PARA</u></div> <div>210</div>	<div><u>LIN</u></div> <div>01</div>	<div><u>SEQ#</u></div> <div>1310 122782</div>	<div><u>W8A5AA</u></div> <div>100</div>

DESCRIPTION OF DUTIES: Manages the Military Personnel Office programs through subordinate supervisors and senior workers that supervise technical and administrative activities within the organization unit. Assigns work to subordinate units/ sections based on consideration of project requirements, priorities, and functional unit responsibilities. Manages development and administration of personnel programs for state ARNG units. Personnel programs include OPM, EPM, SIDPERS, Personnel Service Section, Medical Services, and Education Services. Acts a principal advisor to the General Officer Commanders, Chief of Staff, and TAG on interpretation, planning and subsequent execution of published personnel directives/ doctrines from Department of Defense (DoD), Department of Army (DA), NGB, and Office of Personnel management. Oversees the organization development of a variety of state ARNG units as pertains to personnel requirements. Reviews and analyzes personnel data matters derived from a variety of systems and documents such as Tables of Organization and Equipment (TOE); Modified Table of Organization and Equipment (MTOE); Table of Distribution and Allowance (TDA); Department of Army Plans, Programming and Budgeting System (DAPPBS); Total Army Analysis (TAA); and The Army Plan (TAP); to develop, implement and maintain the State ARNG Long Range Plan. Oversees the development and execution of the State ARNG/active services military support programs which includes military personnel support to civil authorities in order to indentify critical skilled personnel to support emergency/nonemergency civil operations; state and federal drug programs; federal agencies in emergency and non-emergency operations and intelligence operations requiring special investigations (SI). Serves as the primary point of contact for identifying personnel skill specialties pertaining to planning for and subsequent implementation of state emergency assistance programs, which involve natural and manmade disasters and civil disturbances. Manages a significant portion of the ARNG State Operating Budget for personnel functions, which includes the programs for Incapacitation Payments, Educational Funding, Special Boards, Medical Payments, Reintegration, Family Readiness Programs, and State Employee Budgets. Serves as a member and/or as an advisor to Federal Recognition Boards. Responsible for the management of military personnel boards to include Selective Retention Boards, Unsatisfactory Participation Appeal Boards, Enlisted Promotion Boards, Officer Promotion Boards, Incapacitation Pay Boards, Officer Reclassification Boards, MOS Medical Retention Boards and other special boards established by The Adjutant General.

PERFORMS OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS REQUIRED: AOC: 01A00. AGR applicants must possess an AOC compatible with the duty position IAW Table 2-1 AR 350-18. Applicant must have a valid state driver's license and be able to operate military vehicles and equipment organic to the unit. **Applicant must be qualified for appointment in the position based on MTOE/TDA duty assignment (See # 3 Entry Qualifications).** Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Educational requirements commensurate with their military grade. Must have completed ILE. Must not have any flagging actions that would prevent them from applying. Previous experience as Battalion and/or Brigade S-1 is desirable. Previous command experience is desirable.

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR officers who do not become qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. All officers will sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.
5. Bonus recipients, if selected, may be required to repay a pro-rated portion of their bonus payments.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. NGB Form 34-1, signed, dated and annotated job number and email contact information
2. Selected individual may be required to undergo a Periodic Health Assessment and HIV test before appointment.
3. Signed certified copy of **updated** DA Form 2-1 or **updated** ORB from **MSC Personnel SVC SGT.**
4. PQR from **MSC Personnel SVC SGT.**
5. Five latest OERs. (Gaps in rating periods **MUST** be explained by Chain of Command)
6. DA photo in Class A uniform (no more than 5 years old).
7. Must meet current HT/WT Standards IAW AR 600-9; provide Tape Test DA Form 5500 (Males), DA Form 5501 (Females).
8. Must have documentation showing officer meet current APFT retention standards IAW AR 40-501; provide DA Form 705, not more than 6 months old.
9. DA 3349 must be submitted for officers with Permanent Profiles.
10. Unit memo or documentation verifying no Flagging Actions.
11. Forward application and attachments to: ***Human Resources Office
ATTN: MDNG-HRO-AGR
Fifth Regiment Armory
Baltimore, MD 21201-2288***
12. Application screening will be made without regard to race, religion, color, gender, or national origin.
13. Applicants are subject to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official.
14. Selection criteria are based on military education, experience in career management field, source of MOS, civilian education and experience related to the position.
15. Eligibility of Guardswomen will be consistent with applicable assignment policies of NGR 600-100.

Pay Calculator <<http://www.dod.mil/cgi-bin/rmc.pl>

BAH Calculator <<http://www.defensetravel.dod.mil/perdiem/bah.html>

NOTE: Include the Job Number and Job Title on your application. Applications must arrive at HRO by COB of closing date.

BINDERS/FOLDERS ARE NOT NECESSARY. APPLICATIONS SUBMITTED IN BINDERS/FOLDERS WILL BE REMOVED PRIOR TO BEING FORWARDED TO INTERVIEWING OFFICIALS. BINDERS/FOLDERS WILL NOT BE RETURNED